

Missouri Department of Transportation
Patrick K. McKenna, Director

1.888.ASK MODOT (275.6636)

March 9, 2022

Dear Consultant:

The Missouri Highways and Transportation Commission is requesting the services of a consulting engineering firm to perform the described professional services for the project included on the attached list.

If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. Limit your letter of interest to no

more than three pages. This letter should include a statement to indicate your firm's understanding of the project. It should also include any other information which might help us in the selection process, including key personnel you would assign to the project and the backgrounds of those individuals, and any sub-consultants you would propose to use, and an indication of your firm's approach to promoting and developing a diverse workforce. MoDOT is committed to reflecting the diversity of the communities we serve and we expect our partners to do the same. We will utilize the consultant information already on file so we will not need a lengthy submittal of other general company information. In addition, please attach one page with detailed information on similar projects that your key personnel have worked on. Indicate the role your key personnel played in the projects and include reference contact information.

DBE firms must be certified by the Missouri Department of Transportation in order to be counted as participation towards an established DBE Goal. We encourage DBE firms to submit letters of interest as prime consultants for any projects they feel can be managed by their firm. We also encourage both DBE

firms and non-DBE firms to consider joining MoDOT's Mentor/Protégé program whenever possible as part of a MoDOT project.

MoDOT will evaluate firms based on: Project Understanding & Innovation, Past Performance, Qualifications of Personnel Assigned, General Experience of Firm, Familiarity/Capability, Accessibility of Firm & Staff. Firm's not providing a response on approach to workforce diversity will be considered non-responsive to this solicitation. Firm's that are not current on all of the required prequalification categories found in MoDOT's Approved Consultant Prequalification List at the date of the solicitation expiration will be considered non-responsive.

We request all letters be received by 3:00 pm, March, 23 2022 at the appropriate office.

Sincerely,

DocuSigned by:



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Travis Koestner, P.E.
State Design Engineer

CENTRAL OFFICE, MULTIMODAL DIVISION

Michelle Kratzer - Multimodal Director

Missouri Department of Transportation

105 West Capitol Avenue

Jefferson City, MO 65102

Contract Administration

Greg Leary

Railroad Project Manager

Phone: 573-526-3577

Email: Gregory.Leary@modot.mo.gov

Email responses are required

Rail Section of Multimodal Program Support	
Statewide	Selected firm will provide services on a statewide basis.
Program Support Services	<p>The services required by this solicitation include program support for Multimodal (Rail) highway/rail safety improvement program. This work will include, but not limited to, the following items:</p> <ol style="list-style-type: none"> 1. Provide Multimodal (Rail) representation on local agency led projects. For projects using Multimodal Rail funding, this would involve working with the local road authority to ensure compliance with all applicable federal policy and MoDOT's Engineering Policy Guide Section 136 2. Grant project development and oversight. These projects could have funding from the FHWA or FRA. This may be providing oversight (including invoice approval) to a consultant project manager that would be responsible for delivering the grant project. 3. Concept review and estimating on potential rail safety improvement projects. <p>The successful firm agrees to provide to MoDOT Multimodal (Rail) program support on all assigned projects. The chosen oversight consultant firm cannot under any circumstances work on any portion of a local project in which they are providing oversight for Multimodal (Rail).</p>
DBE Goal (if applicable)	Zero
Consultant Services Required:	The consultant shall provide program support as assigned. The consultant should expect to provide 20-40 hours of support per week.
Other Comments:	<p>Interviews will be conducted with the short-listed firms.</p> <p>Notification of shortlist date: March 31, 2022 Date of interviews: April 21, 2022 Tentative Date of Consultant Selection April 28, 2022</p>

Rating Criteria w/Weighted Values

Project Understanding & Innovation	25 Points Max
Past Performance	25 Points Max
Qualifications of Personnel Assigned	20 Points Max
General Experience of Firm	10 Points Max
Familiarity/Capability	10 Points Max
Accessibility of Firm & Staff	<u>10 Points Max</u>
	100 Points Max Total